



TOWN OF WESTMINSTER
PUBLIC SAFETY BUILDING COMMITTEE
WEDNESDAY, MARCH 24, 6:00PM
MEETING MINUTES

- Call to order
 - *VON SALMI CALLED THE MEETING TO ORDER AT 6:10PM. PRESENT WERE- CHIEF LEBLANC, MARK HAWKE (VIRTUAL), VON SALMI, KERRY KOSKINEN, CHIEF BUTTERFIELD, DAVID MONTY, DAVID TURCOTTE, , CHRIS MOSSMAN, KEITH HARDING, JIM DELISLE; ABSENT: PAUL BLANCHARD, LISA ROCHELEAU*
 - *CONSULTANTS: MATT SALAD, TECTON; TONY DiLUZIO, COLLIERS*
 -
- Meeting minutes of February 24, 2021
 - *Motion to accept the meeting minutes of February 24, 2021 as submitted, Motion seconded by Von Salmi; hearing no further discussion the motion passed unanimously by roll call vote.*
- Tecton Programming Update
 - *Tecton presented a revised program for a Police Facility only, at the Hagar Park Site. The revised program is approx. 10,814sf*
 - *Single story facility, slab on grade*
 - *More shared “multi-use spaces”*
 - *Meeting room planed for less than 40 people*
 - *Maintain the cells, detention and booking areas*
 - *Minor size reductions in rooms throughout the facility*
 - *Total reduction approx. 700+/- sf*
 - *Revision of site grading and walkways*
 - *Planning for future expansion for Fire Station “add on”*
 - *Segregation of secure and public parking and Vehicular circulation*
 - *Site lends itself to “gravity” septic system on site*
 - *Gym on would have exterior door for Police or Fire use.*
 - *Jim Delisle asked if this would be made available to the taxpayers. Much debate occurred relative to the need to have secure areas for the Police and fire with no access to the general public. While most understood this aspect of the building others looked for a means of accommodation. Tecton to reach out to Hudson PD which may have made their facility available to Town Employees outside of PD, FD. Tecton to report back*

- *Fire station needs were then fit to the proposed vacated Police areas of the existing facility.*
- *Reduced construction would still need to be reviewed with the AHJ to not trigger further building renovations and upgrades.*
- *The proposed 22,000sf. program would in essence be reduced to 14,000 sf.*
- *Force fitting to the existing layout will create inefficiencies of space and flow.*
- *Attempt to design to a renovation of less than 35% of the square footage.*
- *Chief Butterfield advised that at best this facility would accommodate the Fire Department needs for less than 10 years. Mechanical and building envelope systems need to be replaced.*
-
- Survey and Geotech Services Update
 - Colliers will issue RFP for physical land survey from licensed Land Surveyors.
 - C. Mossman asked that the survey include the trail head and parking areas for public access. The next iteration of site plan schematic would be able to show how those areas can be accommodated during the build out
- Committee working session for development of town Q&A and presentation brochures – no activity
- Public comments – No public present
- Set next meeting date – April 21,2021
- Adjournment: V. Salmi motion to adjourn at 7:26PM Seconded by D. Monty, the meeting adjourned.

David Turcotte
Committee Chair

Respectfully Submitted,

Anthony DiLuzio

Senior Project Manager

Main +1 413 592 0030 | Mobile +1 774 262 2770

COLLIERS PROJECT LEADERS

67 Hunt Street, Suite 119

Agawam, MA 01001

www.cplusa.com

[LinkedIn](#)